

## SPECIAL COUNCIL MEETING, NOVEMBER 27, 2017 5:30 P.M.

The meeting was opened by announcing that this was an open meeting of the Common Council. Notice of this meeting was given to the public at least 24 hours in advance of the meeting by forwarding the complete agenda to the official City newspaper, the New Richmond News, and to all news media who have requested the same as well as posting. Copies of the complete agenda were available for inspection at the City Clerk's office. Anyone desiring information as to forthcoming meetings should contact the City Clerk's office.

Roll call was taken.

Members Present: Mayor Horne, Alderman Kittel, Ard, Jackson, Montello, Volkert and Zajkowski

The Pledge of Allegiance was recited.

Alderman Montello moved to adopt the agenda as presented, seconded by Alderman Kittel and carried.

### **Public Hearing for 2018 Budget**

Mayor Horne declared the Public Hearing open to discuss the 2018 Budget. Mike Darrow thanked the Mayor, City Council and the leadership team for their work on the budget this year. Rae Ann Ailts thanked the Council for encouraging staff to present the budget to the community. They ended up presenting to 16 organizations, receiving lots of feedback and community support. Considerable discussion followed. The 2018 budget represents an increase of 7.94% from the 2017 budget which is due to community growth and increased demand for quality services. The City has maintained consistent staffing levels and operating expenditures over the last five years and has controlled costs through healthcare design in-house project management, grants and innovation. Mayor Horne declared the Public Hearing closed.

### **2018 Budget Approval**

Alderman Montello moved to approve the budget as followed, seconded by Alderman Zajkowski and carried.

	2017 ACTUAL & <u>ESTIMATED</u>	2017 APPROVED <u>BUDGET</u>	2018 APPROVED <u>BUDGET</u>	
<b>REVENUES</b>				
General Property Taxes	2,851,709	2,851,707	3,147,854	10.385%
Taxes (other than property)	706,805	686,737	713,009	
Public Imp Revenue-Assessments	8,074	4,196	4,196	
Intergovernmental Revenues	1,632,697	1,487,523	1,535,870	
Licenses & Permits	528,103	333,165	397,665	
Public Charges for Service	359,212	338,708	355,643	
Miscellaneous Revenue	937,060	66,434	168,434	
Other Financing Sources	205,000	271,270	77,000	
TOTAL REVENUES	7,228,660	6,039,740	6,399,671	
<b>EXPENDITURES</b>				
General Government	1,003,222	990,142	1,062,105	
Protection - Person & Property	2,447,708	2,413,465	2,622,318	
Public Works - Streets	1,294,294	1,246,850	1,278,112	
Education & Recreation	1,244,895	1,261,958	1,303,945	
Health & Sanitation	6,841	7,250	5,900	
Conservation & Development	78,315	99,312	105,291	
Outlay	33,882	7,000	7,000	
Other Financing Uses / Transfers	13,614	13,763	15,000	
TOTAL EXPENDITURES	6,122,771	6,039,740	6,399,671	5.959%

	Estimated Fund Balance 1-Jan-18	Total Revenues	Total Expenditures	Estimated Fund Balance 31-Dec-18	PROP TAX CONTRIBUTION Plus TIF Increments
All Governmental & Proprietary Funds Combined					
General Fund	2,935,198	6,399,671	(6,399,671)	2,935,198	3,147,854
Impact Fees Fund	335,390	114,670	(140,000)	310,060	
Cemetery Fund	34,274	12,250	(7,864)	38,660	
WDF/Revolving Loan/Housing Fund	65,889	50	(60,000)	5,939	
Debt Service Fund	19,181	2,996,436	(2,996,436)	19,181	1,851,176
Capital Projects Fund	1,408,247	5,686	(701,250)	712,683	
Capital Replacement Fund	1,214	100,000	-	101,214.00	100,000
Landfill Cleanup Fund - PRP	5,614	67,293	(72,907)	-	
Tax Increments	307,564	1,709,544	(1,671,579)	345,530	428,177
Tax Increments - Other Jurisdictions					808,228
Storm Water Utility	205,683	294,245	(274,180)	225,748	
Parks Trust Fund	132,571	71,530	(37,000)	167,101	
Library Trust Fund	252,482	27,000	(8,000)	271,482	
Enterprise Funds	32,026,512	13,038,705	(13,329,245)	31,735,972	
Totals	37,729,819	24,835,594	(25,697,749)	36,867,664	6,335,435

	Excluding TIF	Including TIF-City portion only
2016 City Mill Rate	0.007744462	0.008370601
Adopted - 2017 City Mill Rate	0.008228485	0.008919449

Outstanding Long-term Debt, December 31, 2017 \$ 20,348,927

### **Capital Improvement Plan – Next Steps**

Mike Darrow explained Council members received a binder tonight with all of the proposed capital improvement projects. Each project has been sorted by department, includes a short description, cost estimate, priority ranking, possible timeline and source of funds. Council members are asked to score the items on a 1 – 5 scale, write down questions or comments and return by January 31, 2018. No action is needed tonight.

### **Energy Audit**

Noah Wiedenfeld explained that an energy audit was completed this past summer through a grant from the Wisconsin Office of Energy Innovation. Staff will apply for an implementation grant in early 2018 that would cover 50% of the project cost to implement some of the efficiency improvements. No action was needed. An electronic version of the final report will be made available to City Council members in the near future.

### **Emerald Ash Borer (EAB) Management Plan and Ordinances**

Noah Wiedenfeld stated an inventory was completed this summer of all of the boulevard and right-of-way trees in the City. There are about 600 ash trees in City right-of-ways. The last two items needed to complete this project include revisions to the City tree ordinances and a community resource guide with materials for private property owners. The Wisconsin DNR is reviewing our EAB Management Plan and ordinances. These items will come to council for action at the December 11 Council meeting. No action is needed at this time.

### **2017 Hail Damage – Insurance Update**

Rae Ann Ailts gave an update on the hail damage sustained by City buildings and vehicles. Discussion followed. Formal action is anticipated in December.

### **Legal Counsel Contracts**

Mike Darrow reviewed the current legal counsel contracts from Williamson & Siler, Eckberg Lammers, and Boardman & Clark. Considerable discussion followed. No action was requested. Formal approval is anticipated on December 11, 2017.

#### **Fox Run Development Agreement**

Jeremiah Wendt explained the Fox Run Development Agreement. The developer would like to continue to construct more homes in this subdivision, but must first make required street improvements and create the cul-de-sacs. The estimated developer's cost is \$29,221 and a letter of credit has been requested for 125% of this amount (\$36,526.25). The agreement contains the following conditions:

- 1) Cul-de-sac constructed on Otter Way
- 2) Trail easement granted
- 3) Trail stub constructed between lots 25 & 26 to provide future access to parkland in Fox Run
- 4) Building permits can be issued before the cul-de-sac is paved, if the developer provides a letter of credit equal to 125% of the estimated cost of the required improvements
- 5) Certificates of occupancy cannot be issued until the improvements are fully completed.

Alderman Montello moved to approve the Fox Run Development Agreement as presented, seconded by Alderman Kittel and carried.

#### **Communications & Miscellaneous**

The Hometown Holidays event is on November 30, 2017. The Compost Site will be open until December 19, 2017, weather permitting. Congratulations to Craig Yehlik for his nomination for Citizen of the Year.

Alderman Volkert moved to adjourn the meeting, seconded by Alderman Ard and carried.

Meeting adjourned at 7:15 p.m.

Tanya Batchelor  
City Clerk